

71-910



CHAIRMAN

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C. 20415

February 17, 1971

## MEMORANDUM FOR HEADS OF DEPARTMENTS AND AGENCIES

DOI-490-71

From time to time in the past we have encouraged Federal agencies to employ college faculty members during the summer, and we are pleased at reports of excellent results which have come from a number of agencies. We urge even greater utilization of this rewarding technique for opening new channels of communication between the academic world and the Government. To those agencies which have not yet entered this program, we highly recommend that they do so.

Agencies using faculty personnel during the summer or at other breaks in the academic schedule report that they receive new and extremely useful insights into many aspects of their work from members of the academic community. By the same token, faculty members tell us that they gain a far better understanding of Government which they can relay to their students.

At this time we not only urge your agency to initiate or expand this program, we also suggest an additional step. President Nixon provided a clear blueprint in his memorandum of March 31, 1970, to the Heads of Executive Departments and Agencies, when he wrote:

"...We must build...links with American youth...Among the steps which managers can take to bring this about are these:

- Enable Federal officials to appear on campuses as guest  
✓ lecturers and speakers in their areas of primary interest.
- Encourage able professional employees to accept appointments  
✓ as part-time faculty members.
- Provide opportunities for faculty members to be employed  
✓ during breaks in their academic schedules where their expertise can be of benefit to Government programs."

Here is a clear directive for an energetic, two-way exchange of views between the halls of Government and the classroom, a dialogue which must, I feel sure, widen the horizons of both.

When colleges and universities issue invitations to Federal employees to lecture or speak in an area of mutual benefit, agencies should encourage the acceptance of the invitations. This contact with the campus will provide self-renewal for the employee, will benefit the Government, and will open an additional avenue of communication

to provide increased understanding of the concerns of youth. In addition, both students and faculty will gain greater knowledge of the Government and will profit from the professional experience and expertise of the Government employees. Participation in student forums and conferences and service on advisory groups in addition to classroom teaching are examples of ways in which Federal employees may participate in the academic program of colleges and universities.

In the physical sciences and a few other fields, such interchange now occurs between the academic world and the Government. We would like to step up the extent of the present interchange and extend it into other fields, particularly political science and public administration.

Each agency must determine the extent to which its own employees may properly serve in this fashion. That determination must be based on a finding that the employees' participation will benefit the Government and that its duration and character are such that the "guest" nature of the participation is not lost. Agencies are encouraged to make their employees available to the extent compatible with the proper use of appropriated funds.

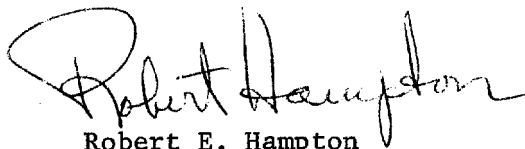
Since we view this program as benefiting the Federal Government, we do not expect that the individual would be paid by the educational institution; unless, of course, other arrangements are made and the employee teaches while in a leave status. Ordinarily, as long as the employee remains on regular salary, in a non-leave status, it would not be proper for him to accept remuneration for his services to a university.

Note that we have no intention of upsetting the regular practice under which Federal employees serve on their own time as adjunct professors or teachers in colleges and universities for pay. Rather, this memorandum is concerned with methods of meeting a need where ordinarily a person from the Federal Government would not be made available, of finding ways to encourage the interchange of experiences where they are not now occurring.

The American Council on Education has advised that it will inform colleges and universities of this memorandum. Local Federal activities may then expect to receive inquiries from educational institutions concerning possible participation in their programs by Federal employees. Believing that your cooperation will be in the best interests of the Nation, we hope that you will be as responsive as possible to such inquiries. Fields of study, personnel to be made available, and the length of time to be covered, are matters for negotiation between each agency and the college or university.

We do not want to undertake any large reporting effort but I would be pleased to learn from you the number of requests made by colleges and universities and the number you have been able to fill.

Please inform your activities and installations that they may be receiving contacts from educational institutions. Encourage them to allow employee participation whenever possible, consistent with their mission requirements. They should be further encouraged to make their best people available for this purpose to assure the finest possible Federal representation. And I would also like to urge, in line with the President's directive, that your installations make the maximum possible use of people from the academic community as employees during the summer and at other times permitted by the academic calendar.

A handwritten signature in dark ink, appearing to read "Robert Hampton". The signature is fluid and cursive, with a large initial "R" and "H".

Robert E. Hampton  
Chairman

8 MAR 1971

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Interchanges Between Government and the  
Academic World

REFERENCE : Memo from Chairman, Civil Service Commission,  
to Heads of Departments and Agencies dated  
17 Feb 71, encouraging action on subject

1. This memorandum, for information, comments on action that may be taken in response to the reference.

2. Chairman Hampton again encourages Federal agencies to employ college faculty members during the summer and, in addition, urges agencies to provide speakers to colleges and universities upon request. No formal reports are required, but he will be interested to know of speaking invitations extended and accepted.

3. We have no current plans to offer temporary employment to faculty members during breaks in the academic schedule, although we have had some informal discussion about including a few young college teachers, at the Instructor or Assistant Professor level, in the Summer Intern Program. We have no plans to do so in the summer of 1971 but expect to explore possibilities for next year with DDI offices.

4. It may be that Mr. Hampton's memo and the publicity to be given it by the American Council on Education will inspire requests for speakers. Such invitations will be handled by the Director of Training in accordance with [ ] which outlines the action to be taken.

[ ]  
Harry B. Fisher  
Director of Personnel

SECRET

Excluded from automatic  
downgrading and  
declassification

OFFICE OF THE DD/I

DATE: 23 February

TO: Jack  
FROM: Ed  
SUBJECT: Exchange with Universities

REMARKS:

The attached memorandum from the Civil Service Commission is to encourage two aspects of agency exchanges with universities: a) the employment of faculty members during summers and other off times, and b) increased participation of our employees in classrooms as guest lecturers.

STAT The memo has been routed next to [ ] and he could contact OER, OCI, OBGI, and perhaps ONE to discuss the possibility of employing university types on sabbaticals. (I don't believe that it would be worth our while to bring some one in for only two or three months in the summer.)

STAT I think that it would be valuable to have [ ] make a list of our employees who are now doing part-time teaching and those that have been guest teachers during the past year.

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